

**CHEHALIS BASIN PARTNERSHIP**  
**Thurston County Courthouse, Building 1, Room 152**  
**Olympia, Washington**  
**October 28, 2011**  
**9:30 a.m.**  
**Meeting Summary**

**MEMBERS, ALTERNATES & GUESTS PRESENT**

Bob Burkle, WA Dept. of Fish and Wildlife	Janel Spaulding, Chehalis Basin Partnership
Chanele Holbrook-Shaw, Thurston County Citizen	Julie Balmelli-Powe, Lewis County Farm Bureau
Chris Hempleman, WA Dept. of Ecology	John Lucas, Lewis County Farm Bureau
Chris Stearns, Thurston County PUD	Kahle Jennings, City of Centralia
Chuck Turley, WA Dept. of Natural Resources	Kathy Jacobson, Chehalis Basin Education Consortium
Commissioner Bill Schulte, Lewis County	LaJane Schopfer, Mason County
Commissioner Terry Willis, Grays Harbor County	Lee Napier, Grays Harbor County
Don Loft, The Evergreen State College	Lyle Hojem, Lewis County Citizen
Dave Vasilauskas, City of Chehalis	Mark Swartout, Thurston County
Garrett Dalan, Grays Harbor County MRC	Mark White, Chehalis Tribe
George Pess, NOAA Fisheries	Miranda Plumb, US Fish and Wildlife Service
Glen Carter, Lewis County	Patrick Wiltzius, City of Chehalis
Glen Connelly, Chehalis Tribe	Terry Harris, City of Chehalis
Herta Fairbanks, City of Chehalis	

**SUMMARY OF ACTION ITEMS:**

<b>Approval of Meeting Summary</b>	Meeting summary from September 23rd approved.
<b>Approval of Watershed Coordinator Expenses for 1<sup>st</sup> Qtr, Fiscal Year 2012</b>	Approved Watershed Coordinator Expenses 1 <sup>st</sup> Quarter, Fiscal Year 2012
<b>Thurston PUD Membership</b>	Agreed to draft a letter and have Bonnie sign and send to existing water purveyors about their level of interest in the CBP. If one decides they no longer want to participate then Thurston PUD could take their place.
<b>CBP Work Plan 2012</b>	

**GENERAL PARTNERSHIP BUSINESS**

**Discuss September 23, 2011 Meeting Summary**

The September 23<sup>rd</sup>, 2011 CBP meeting summary was approved.

**Quorum requirement of 10 met:** State agency (WDFW, DOE, DNR), Lewis County, Grays Harbor County, Thurston County Citizen, City of Chehalis, Chehalis Tribe, Lewis County Farm Bureau, City of Centralia, Mason County, Lewis County Citizen, Thurston County.

Chair Bonnie Canaday could not be here today so Vice Chair Mark White is chairing the meeting.

## MEETING AGENDA

### **1) CBP Organizational Discussion-Fundraising Letter Follow-Up**

The Chehalis Basin Partnership sent out their fundraising request letter to members in August, signed by Chair and Vice Chair. Janel Spaulding reported she heard feedback from Thurston PUD about their interest in making a contribution, but wanted to become a member first. Janel followed up with Commissioner Chris Stearns to work on producing the necessary documentation for consideration as a member of the CBP. Janel presented to the Montesano City Council on October 25<sup>th</sup> to give a brief background/overview of the CBP then discuss the funding request. They discussed it at their meeting. No other follow-up from City of Montesano has been received.

Janel indicated she is also working with Chuck Caldwell at the Port of Grays Harbor to include funding for the CBP in their annual budgeting.

### **2) CBP Quarterly Report and Expense Report:**

Janel Spaulding presented a quarterly progress report and budget update. She reviewed the work that was completed under this grant using the quarterly progress report, which also gets submitted to Dept. of Ecology. She also presented two budget sheets showing the grant progress and the money that has been spent by task, and the second sheet showing the cash flow projections for this grant. This is the only grant the CBP currently has to fund a staff person. It is anticipated to last through winter/spring of 2013.

Lee Napier prepared some information from the County's financial system that shows the invoice the college submitted for the Watershed Coordinator expenses. This is what the County will send to Ecology for reimbursement, which then sends to the College for reimbursement. This information was distributed for the CBP to review during the meeting.

Bill Schulte presented examples of Lewis County's reporting and documentation for finances.

After some discussion on formatting of the budget sheets, and reviewing the invoice for the Watershed Coordinator the group approved the expenses for 1<sup>st</sup> quarter fiscal year 2012.

### **3) CBP Work Plan 2012**

Janel suggested it's time to start thinking and discussing the CBP work plan for 2012. She recommended members of the CBP:

- Peruse through the DIP and WMP before the next meeting and be ready to share some thoughts on how we can implement more of the strategies in the DIP.
- Review the CBP progress report which linked projects completed to the DIP and WMP. She will send out that progress report via email.

Kahle Jennings suggested holding a strategic planning session at the November CBP meeting to put together a work plan for 2012. He suggested reviewing the DIP and showing the implementation progress of the interim milestones in the DIP. Perhaps there are things municipalities and other organizations are doing on the local level that is helping implement our DIP. An example he gave was the Centralia Stream Team. The City is covering the cost of supplies/materials and staff support to the Stream Team and this is helping implement DIP Strategy #2.

Janel presented some potential projects/goals for the CBP in 2012:

- Funding request to legislature which would entail outreach/meeting with legislators
- Membership/funding contributions to the CBP; other sources of funding
- Find funding sources to continue the work of the groundwater/surface water study in the Chehalis with the USGS
- Continued work on tools to help municipalities meet water quantity needs such as an aquifer storage and recovery project
- Find funding and coordinate the 7<sup>th</sup> Annual Chehalis Watershed Festival
- Continued work with Stream Teams

It was suggested that the STC work on putting together and framing the strategic planning session for the November CBP meeting. They will work on this at their November STC meeting.

Janel will email out the information and include it with the monthly CBP mailing about the directions and preparation members should do before the CBP meeting.

#### **4) Thurston PUD Membership Discussion**

Janel tried to get in contact with Chris Stearns about providing documentation to the CBP for membership. Our operating procedures call out what needs to be done to become a new member of the CBP. We also looked at our existing membership and here is what Janel recommended at the CBP meeting:

- Thurston PUD could replace one of the existing water purveyors. We currently don't have regular attendance by either water purveyor, even after requesting their participation. If Thurston PUD were to replace one of the water purveyors it also would not impact our quorum, meaning we would not need to increase the quorum requirement from 10 to 11.

The CBP suggested a letter from the CBP signed by Bonnie to each of the existing water purveyors requesting they respond with their interest in continuing to participate and if not could Thurston PUD participate. The CBP also suggested putting a date to respond by in the letter.

Lee offered to attend an upcoming Grays Harbor Water District #2 about their continued interest and level of involvement in the CBP. If they decide not to participate anymore Thurston PUD could fill their space.

The CBP suggested that in order for Thurston PUD to replace one of the existing members the group would like to see in writing from the existing water purveyor that they can be replaced.

Lee posed a good question that the group should consider when selecting a new water purveyor representative: Are there things missing from the existing water purveyors participation that Thurston PUD would be interested in contributing/participating in. The group suggested a couple of ideas:

- Missing the interaction with private water purveyors especially in water use and future demand
- Explain to new members about the structure of this organization and how the members could represent their areas

Janel agreed to draft a letter that Bonnie can sign to the existing water purveyors. That letter will be sent out ASAP. We will wait for a response and/or follow up with the letters. The hope is to have a decision at the November CBP meeting about Thurston PUD's membership in the CBP.

**5) Monthly Organizational Presentation:**

Garrett Dalan from the Grays Harbor Marine Resources Committee gave the monthly organizational presentation. Garrett is the staff support to the MRC and also works for the Grays Harbor County Department of Environmental Health. The GH MRC was formed in 2009. They were the first MRC established under RCW 36.125. Their mission is to: address local marine issues, recommend remedial actions to local, state, and federal authorities, build local awareness of the issues and support for remedies consistent with the Benchmarks of Performance as adopted by the Coastal MRC Work Group. Garrett gave an overview of the funding for the MRC, and what their projects have been in the past. He mentioned what their projects would be for the upcoming year as well. There are still a few vacant seats on the board for the MRC and Garrett suggested contacting him if anyone is interested in becoming a board member. They meet monthly, sometimes via email. Contact Garrett for more information or questions: [gdalan@co.grays-harbor.wa.us](mailto:gdalan@co.grays-harbor.wa.us) or (360) 249-4413.

**6) Presentation: The Importance of Flood Plains to Functioning River Ecosystems:**

George Pess from NOAA Fisheries gave a presentation on the importance of flood plains to functioning river ecosystems. Mark Swartout attended a FEMA conference in Everett this spring and heard this presentation from George and thought it would make for a great informational presentation to the CBP. A copy of his powerpoint is available upon request to Janel.

**Agenda Items for November 18, 2011 Meeting and Future Meetings:**

Strategic Planning Session  
Presentation from Cliff Mass, UW Metr about effects of La Nina/El Nino  
Presentation on the new coastal Doppler Radar  
Demonstration/Presentation on the new Chehalis Basin Early Warning System for flooding  
Monthly Organizational Presentation: Chehalis Basin Land Trust

**ADJOURNMENT**

With there being no further business, Vice Chair Mark White adjourned the meeting at 12:05pm.